

HR Weekly Podcast
March 19, 2008

Today is March 19, 2008, and welcome to the HR Weekly Podcast from the State Office of Human Resources. This week's topic concerns the status of South Carolina's new statewide enterprise information system.

The South Carolina Enterprise Information System, or SCEIS, is a revolutionary new business management system, designed to consolidate business processes into a single statewide system. The primary goals of the SCEIS program include:

- Improving customer service through easy access to public information and services;
- Providing management with consistent, accurate, and timely information to support decision-making; and
- Improving efficiency and effectiveness by implementing best business practices.

SCEIS, also a statewide integrated business system, will unite nearly all state agencies when it is fully implemented to carry out the State's business functions in the following areas: Accounting/Finance, Purchasing/Materials Management, Human Resources, Payroll, and Budgeting functions.

The SCEIS solution uses SAP, an enterprise resource planning software. SAP is a recognized leader in providing collaborative e-business solutions for all types of industries and for every major market. Headquartered in Waldorf, Germany, SAP is the world's largest enterprise software company and the world's third-largest independent software supplier.

SCEIS reached "go-live" status with its first group of State agencies on November 5, 2007. The first six agencies implemented the Finance and Materials Management Modules of SAP. The next group of agencies in scope to implement these modules is set to "go-live" on April 7, 2008.

The costs for the development and implementation of SCEIS are shared by the State and the implementing agencies, with agency implementation costs apportioned according to a specific formula. Agencies are permitted to set aside their "Agency Implementation Cost Allocation," and to carry those funds forward across fiscal years, using an agency savings account.

The HR/Payroll team is currently in the process of documenting the State's current business processes. It is expected that the SCEIS team will begin conducting Blueprint Workshops with state agencies in scope for implementing the HR/Payroll Modules in the coming months. Implementing agencies will receive a schedule of the upcoming workshops with complete details of the location and estimated commitment of time necessary to participate in each workshop.

In the meantime, each agency can begin preparing for the project by doing the following things:

- When assisting your agency for the implementation of the Finance and Materials Management Modules of SCEIS, which will occur prior to implementation of the HR/Payroll Modules, you will need to be sure that all of your actions pertaining to temporary employees are current.
- You need to insure that the appropriate information is maintained in the following fields in HRIS: Department Codes, Social Security Numbers, Home Addresses, Birthdates, Gender, and FLSA Designation.

- You will also need to be sure that, upon implementation of the Finance and Materials Management Modules, you key all of your agency's HRIS transactions prior to or on the effective date of the action. This keying is so that the interface between HRIS and SCEIS will properly capture and load pertinent actions into the SCEIS Organizational Structure. Delays in keying information into HRIS may result in actions that are not transferred into SCEIS potentially affecting the work activities for certain of your finance or procurement staff involved in workflow activities in your agency.

As the SCEIS project progresses, we will continue to update you on important steps you may take to prepare not only for the implementation of the Finance and Materials Management Modules, but also the HR/Payroll Modules in the coming weeks. To learn more about the South Carolina Enterprise Information System, you may visit the website at www.sceis.sc.gov or call your consultant at 737-0900.

Thank you.